

MARICOPA COUNTY LIBRARY DISTRICT BOARD OF DIRECTORS MINUTE BOOK

**INFORMAL SESSION
December 16, 2002**

The Board of Directors of the Library District of Maricopa County, Arizona convened at 9:00 a.m., December 16, 2002, in the Board of Supervisors' Conference Room, Tenth Floor, 301 W. Jefferson, Phoenix, Arizona, with the following members present: Don Stapley, Chairman; Fulton Brock, Vice Chairman; Andy Kunasek and Mary Rose Wilcox. Absent: Max W. Wilson. Also present: Fran McCarroll, Clerk of the Board; Shirley Million, Administrative Coordinator; David Smith, County Administrative Officer; and Paul Golab, Deputy County Attorney. Votes of the Members will be recorded as follows: (aye-no-absent-abstain).

PRESENTATION: 10 – YEAR FINANCIAL ESTIMATES AND RELATED ISSUES TO THE MFR MISSION STATEMENT

Item: Presentation and discussion of 10-year financial estimates based on the 5-year plan of service proposed and several issues related to the library district MFR mission statement. (C6503022M) (C6503021M) (ADM2800)

Harry Courtwright, Director and County Librarian, reminded the Board of their last meeting concerning the Library District on August 19, 2002, which focused on future growth of the District. The Board's direction at that time was to proceed with the Sun Lakes facility and the facility being renovated for El Mirage. Mr. Courtwright presented the Directors with a handout of the updated MFR Mission Statement and plan for future action for the District and discussed the seven points relating to that plan, as follows:

“The mission of Maricopa County Library District is to provide access to a wealth of informational and recreational resources for people of all ages and backgrounds so that they may have the opportunity to expand their horizons through reading and learning.”
Also discuss five-year plan as follows:

1. Library District shall continue to provide library service in unincorporated areas of the County. The District will provide the service based on that which best meets the needs of the unserved customers. This can be by direct service by a branch facility and/or bookmobile or by contracting with an existing public library near the unserved area.
2. Library District shall continue to support service to the underserved and disadvantaged in cities and towns with populations of 50,000 or less.
3. Library District shall continue the Reciprocal Borrowing Program, but will work with participating libraries to review the service and find areas of improvement.
4. Library District shall continue its current plan of four regional libraries and partnering with cities and towns.
5. Library District will negotiate a “new model” for partnerships for Regional Libraries with cities and towns that includes:
 - a) Up to a ten-year IGA
 - b) Decreasing Library District operational funds
 - c) Renewals dependant on level of local funding
6. Library District shall only enter into negotiations for new branch IGA's with Board approval, in advance.
7. Library District shall undertake a study to review operations with recommendations to the District Board of Directors by June 30, 2004.

Mr. Courtwright also handed out his “Pessimistic Revenue Forecast” that involves remodeling the North Central facility, the operation of a reduced library in Anthem, and the Southwest Regional Library in Avondale that will begin to incorporate the formula for Avondale's revenue share contributions to the

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County. When the Avondale share begins in FY 2007-2008, the District's cash reserves will become stable and begin to rebuild the reserves currently being depleted in operating costs.

The previous directive from the Board was to bring the libraries into self-sufficiency after the local population reaches 50,000. At that point the District would turn the facility over to the local government to fund completely. In this way library services will be available for new areas that open up and need help getting started and for additional bookmobile services to unincorporated and scarcely populated areas. He also gave an Alternative Pessimistic Revenue Forecast that shows the difference made when the IGA with the Southeast Library Complex in Gilbert is renegotiated and they begin to contribute and obtain their eventual release from the District. The alternative forecast showed that the cash reserve by fiscal year 2011-2012 would more than double. He indicated that the current cost of operating the Gilbert facility is a little more than \$2M a year.

~ Supervisor Wilcox left the meeting ~

Discussion ensued on operating costs for already established libraries and how these costs to the District will increase in coming years if these are not phased out, making the burden of opening new facilities more difficult. Also discussed was the percentage paid by the County and that paid by the various towns to open a new library, with an emphasis on the large complex in Gilbert, which includes many things other than the Library.

~ Supervisor Wilcox returned to the meeting ~

Discussion continued on what happens to the libraries if a city or town annexes the land. Setting the population at 50,000 (more or less) so the County can continue to serve the unserved and underserved in the County. The Northwest Regional Library is now a completely automated facility, which cuts the necessary staff in half. Continuing use of this method will be incorporated into other libraries as they are renovated or built. The plan is that in the future the libraries will continue to use the District resources to operate the libraries but would reimburse the costs to the District when their population growth reaches 50,000. North Central is still negotiating the lease of space to the business community and when completed, this will increase their projected revenues.

Chairman Stapley requested that Mr. Courtright present this information to the Library District's Advisory Board prior to placing an item on the agenda for approval.

MEETING ADJOURNED

There being no further business to come before the Board, the meeting was adjourned.

ATTEST:

Don Stapley, Chairman of the Board

Fran McCarroll, Clerk of the Board